



# **Performance Budgeting**

## **Project Q8 Summary Report**

**Version 1.0**  
**June 30, 2011**

Prepared for:  
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## **Record of Changes/Version History**

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## **Table of Contents**

<b>1</b>	<b>Introduction .....</b>	<b>1</b>
1.1	Purpose .....	1
1.2	Organization .....	1
<b>2</b>	<b>Meetings Summary .....</b>	<b>2</b>
<b>3</b>	<b>Action Item Summary .....</b>	<b>3</b>
3.1	Steering Committee Action Items .....	3
3.2	PB Project Management Team Action Items .....	3

# **1 Introduction**

## **1.1 Purpose**

The purpose of this document is to summarize the client meetings and action items that occurred during the third quarter of the Performance Budgeting (PB) project, from April 1, 2011 through June 30, 2011.

## **1.2 Organization**

This document is intended as a summary for the COVA Project Manager and is organized into the following sections:

- Section 1, Introduction
- Section 2, Meetings Summary
- Section 3, Action Item Summary

## **2 Meetings Summary**

Between April 1, 2011 through June 30, 2011, the following PB Project meetings took place:

- 3 PB Project Steering Committee meetings
- 6 PB Project Management Team meetings
- 1 Agency Spend Plan UAT Kick-Off Meeting and Webinar
- 1 Strategic Planning UAT Kick-Off Meeting and Webinar

### **3 Action Item Summary**

Links to the Action Items in PB Project Repository are below.

#### **3.1 Steering Committee Action Items**

<http://vitapb.cova.ppc.com/Sites/VITA%20Performance%20Budgeting/Lists/Project%20Management%20Team%20Action%20Items/AllItems.aspx>

#### **3.2 PB Project Management Team Action Items**

<http://vitapb.cova.ppc.com/Sites/VITA%20Performance%20Budgeting/Lists/Project%20Management%20Team%20Action%20Items/AllItems.aspx>